



Loudoun County, Virginia

Department of Management and Financial Services
Division of Procurement
MSC #41C
1 Harrison Street, SE, 4th Floor
Leesburg, Virginia 20175
www.loudoun.gov/procurement

March 8, 2010

NOTICE TO BIDDERS

ADDENDUM NO. 2

QQ-01557

The following changes and/or additions shall be made to the original Invitation for Bid No. QQ-01557, JANITORIAL SERVICES FOR LOUDOUN COUNTY GOVERNMENT CENTER. Please acknowledge receipt of this addendum by signing and returning with your bid.

1. Answers to questions received by the County.

Prepared By: Philip Butterfass, CPPB /s/
Contracting Officer

Date: March 8, 2010

Acknowledged By: _____ Date: _____

QUESTIONS RECEIVED BY THE COUNTY

- Q. What is the average number of visitors the facility receives on a monthly basis?
- A. The County does not track this information. Therefore, this information is not available.
- Q. If the Government cannot provide the number of visitors, will it grant the winning contractor additional funding for supplies after it can demonstrate that it budgeted for 505 employees and the running cost is much higher?
- A. NO, the County will not grant the winning contractor additional funding for supplies. The County is expecting firms to have experience in dealing with public sector buildings that have fluctuating visitor counts.
- Q. How many events has the facility hosted using the event/board/conference rooms and how many people attended the events during a one year period?
- A. The County does not track this information. Therefore, this information is not available.
- Q. Does the Contractor need to supply paper cups for canteen, kitchens and coffee stations?
- A. No the Contractor does not have to supply paper cups as a requirement of this contract.
- Q. What is the approximate split of square footage that gets cleaned on Monday, Wednesday and Thursday?
- A. The sections of this facility that would require the Monday, Wednesday and Thursday cleaning services were listed in the solicitation. Each bidder was afforded the opportunity to perform their own calculations as part of the pre-bid conference site visit.
- Q. Is there a performance bond with this IFB?
- A. The County does not require a performance bond with this IFB.
- Q. What is the present cost for janitorial services at the Government Center?
- A. The present cost can be obtained by sending an email to Philip.butterfass@loudoun.gov .
- Q. Does the current job monthly cost use service requirements in the solicitation? (Common Areas on Monday, Wednesday Thursday and full services rendered on Tuesday and Friday formula?)
- A. Yes

- Q. How many windows does the facility have?
- A. Each bidder was afforded the opportunity to perform their own calculations to gather this information as part of the pre-bid conference site visit.
- Q. What are the different types of floors and its square footage?
- A. Please refer to section 5.1 of the solicitation.